



Work Plan

Marine Boundary Working Group
Federal Geographic Data Committee

March 2002

Introduction

The Marine Boundary Working Group (MBWG) was formed to address a number of issues pertaining to legal and technical aspects of marine boundaries. Because most maritime boundaries were defined prior to the advent of modern technology such as the Global Positioning System (GPS) and geographic information systems (GIS), many of the world's nautical charts, treaties, and regulations may contain marine boundary descriptions that are insufficiently defined for use in modern technology. In the United States, these discrepancies can negatively affect many ocean related activities, including oil and gas leases, open ocean disposal zones, and the enforcement of fishing and environmental laws.

The MBWG will foster integrated approaches to the legal and geospatial descriptions of marine boundaries and mapping of marine boundary features within the territorial waters of the United States. The goals of the working group are to make maximum use of public resources to avoid duplication of efforts; provide a venue for communication and coordination of marine boundary activities; and to promote the standardization of methodologies for the production of more complete and usable marine boundary data.

The Working Group is comprised of representatives from all offices with responsibilities offshore. Currently, this includes representatives from the Mineral's Management Service, the National Oceanic and Atmospheric Administration, the National Park Service, the U.S. Fish and Wildlife Service, the Federal Communications Commission, the U.S. Navy, the U.S. Coast Guard, the Bureau of Land Management, the Environmental Protection Agency, the U.S. State Department, and the U.S. Census Bureau.

Description of Work Plan

The MBWG Work Plan will be used to guide the working group's activities through fiscal year 2002 and beyond. The Work Plan is broken down into work items, each of which is further divided into specific tasks and schedules. The agencies and members that serve on the working group are responsible for implementing these work items and reporting back to the working group on progress.

The work plan items are listed below.

1. Marine Boundary Working Group outreach strategy.
2. Marine boundary training and education.
3. Marine boundary data base and Web portal.
4. Managerial support and resources for developing and maintaining marine boundaries.
5. Agency specific boundary review protocols

Work Item 1. MBWG Outreach Strategy

Activity Title	<i>MBWG Outreach Strategy</i>
MBWG Leads	Andrew Hulin, David Stein
MBWG Members	TBD

Activity Description:

The work and mission of the Marine Boundary Working Group (MBWG) will be promoted through the development of an outreach strategy campaign. This will include one-pagers, Web sites, posters, presentation materials, and any other method of outreach deemed appropriate by the committee.

While there is a good deal of government agency representation within the Marine Boundary Working Group, a number of entities and individuals involved with the creation and development of marine boundaries are still unaware of the issues involved in their accurate representation. Not only will an outreach campaign familiarize marine boundary developers and users with many of the associated issues, but also promotion of the MBWG will allow people to take advantage of the Group's expertise through the dissemination of standards, protocols, and presentation materials.

Targets of the outreach campaign should include anyone involved in the creation, development, and use of marine boundaries. This would include technicians, managers, attorneys, congressional staffers, and enforcement personnel.

Task 1	Development of Draft One-pager about the MBWG
Activity	MBWG members will work towards the development of a "one-pager" document detailing the work and mission of the MBWG. Dissemination of this document will facilitate these endeavors by informing various agencies and personnel of activities of the group. The format of this document will require that only major points and issues be addressed.
Milestone(s)	One-pager document.
MBWG Members	Andrew Hulin, David Stein

Task 2	Development of MBWG Poster
Activity	Development of a MBWG that describes and discusses the variety of marine boundaries in existence today, and the purpose and mission of the MBWG, will facilitate the dissemination of the resources and expertise of the MBWG that are available to government agencies and others involved in the creation and use of marine boundaries. This poster could be shown and discussed at various GIS and marine conferences.
Milestone(s)	MBWG poster
MBWG Members	Andrew Hulin, David Stein, Cindy Fowler

Task 3	Development of a Standard MBWG Presentation
Activity	Development of a standard MBWG presentation will again facilitate the dissemination of the mission and purpose of the MBWG. It is thought that a standard presentation could be delivered by various members to their respective agencies and colleagues, or at various conferences.
Milestone(s)	MBWG PowerPoint presentation
MBWG Members	Andrew Hulin, David Stein, Cindy Fowler

Task 4	Development of MBWG Web site.
Activity	The MBWG Web site will serve as an informative source detailing the activities of the Working Group. The Web site will serve as a repository for related documents such as meeting minutes, contact information, and issue discussions. In addition, a number of marine boundaries and limits are described, with links to appropriate controlling government agencies provided. The site will also provide a listing of participating agencies and contacts, a full description of the US Marine Cadastre, the MBWG action plan, marine boundary news, and various marine boundary and GIS links.
Milestone(s)	Web site
MBWG Members	Andrew Hulin, David Stein

Activity Schedule

TASK #	EVENT	START DATE	MILESTONE DATE
1	Development of draft MBWG one-pager	11/6/01	12/14/01
1	Review of one-pager by MBWG	2/15/02	3/31/02
1	Final draft of MBWG one-pager	3/31/02	5/15/02
2	Development of draft MBWG poster	2/15/02	5/15/02
2	Review of poster by selected MBWG members	5/16/02	6/15/02
2	Completion of final poster	6/15/02	6/30/02
3	Development of draft PowerPoint presentation of MBWG	2/15/02	5/15/02
4	Completion of draft MBWG Web site	9/1/01	1/15/02
4	Internal (CSC) review of Web site	10/9/01	10/15/01
4	Review of Web site by MBWG	11/6/01	11/20/01
4	Continuous updates of Web site	Monthly	Monthly

Work Item 2. MBWG Training Strategy

Activity Title	<i>MBWG Training Strategy</i>
MBWG Leads	Andrew Hulin, David Stein
MBWG Members	TBD

Activity Description:

The mission of the Marine Boundary Working Group (MBWG) will also be promoted through the development of a training strategy. It has long been recognized that there is a wide disparity of knowledge and skills within the Federal government regarding the development of components of an offshore cadastre. Concerns have arisen pertaining to the lack of basic geographic principles and specific legal terminology used within boundary definitions. By providing a generalized understanding of the necessary components for accurately defined boundaries within the marine environment, many of the legal and geographic uncertainties that exist today can be avoided in the future.

Targets of MBWG training efforts will be similar to the audience targeted within the outreach campaign: anyone involved in the creation, development, and use of marine boundaries. This would include technicians, managers, attorneys, congressional staffers, and enforcement personnel.

Task 1	Development of basic marine boundary training curriculum
Activity	Through the activities of the Working Group, a number of issues have been identified that are common to the development and use of marine boundaries across the spectrum of government agencies. Common experiences, and the collective expertise of the members, will allow for the formulation of a number of preliminary rules and methodologies that developers and users of marine boundaries must be cognizant of. Development of training materials will allow for the dissemination of "lessons learned" and reiteration of necessary procedures.
Milestone(s)	Marine boundary training materials
MBWG Members	Andrew Hulin, David Stein

Task 2	Development of marine boundary principles handbook
Activity	The development of a marine boundary principles handbook will accompany the above-mentioned training principles. However, this handbook will act as a stand-alone document, the purpose of which is to foster the use and recognition of standards and methodologies for the development and use of digital marine boundaries.
Milestone(s)	Marine boundary principles handbook.
MBWG Members	Andrew Hulin, David Stein, Cindy Fowler

Activity Schedule

TASK #	EVENT	START DATE	MILESTONE DATE
1	Development of training curriculum	2/15/02	--
2	Development of draft training handbook.	2/15/02	--
2	Review of draft handbook by selected MBWG members	2/15/02	--
2	Completion of final draft of handbook	2/15/02	--

Work Item 3. Marine Boundary Data Dissemination Plan

Activity Title	Designation of an Authoritative Source for Every Type of Marine Boundary/Marine Boundary and Agency Database
MBWG Leads	David Stein and Andrew Hulin
MBWG Members	Mitchell Tartt, Lee Thormahlen, Ole Varmer, Cindy Fowler, Milo Mason

Activity Description:

Marine boundaries support a variety of offshore programs and activities including delimiting United States maritime zones, protecting the marine environment, and managing the living and non-living resources. Currently many of these boundaries are developed using out-of-date information or are considered to be out-of-date themselves. A central location for acquiring marine boundary data does not exist. Much of

the data that is accessible is of questionable quality, and considerable effort is spent searching for it. Marine boundaries are developed and maintained by a variety of different Federal Agencies in support of an array of laws, proclamations and executive orders. The problem of locating and obtaining official, accurate up-to-date marine boundary information from the Agency of Responsibility continues to plague many in the mapping and boundary community. The purpose of this work item is to develop a centralized location for boundary data, information and responsible agencies. The development of this resource will eliminate the uncertainty regarding the acquisition and use of marine boundary data.

Major tasks in the activity include the development of a comprehensive list of boundary data, responsible agencies, and associated legislation and regulations; exploring the feasibility and related options of data dissemination via the Web; development of an initial framework for disseminating marine boundary data and metadata via the Web; exploring the legal implications of marine boundary data dissemination; and the development of minimum requirements for accessible data, e.g. metadata, format, QA/QC.

The designation of an authoritative source or sources for every type of marine boundary will ensure the effective communication between groups defining and developing marine boundaries. This will promote the compatibility and accuracy of boundaries being developed and defined. In addition, this will facilitate the location of official marine boundary information across agency lines. This database will include a comprehensive list of marine boundary types that includes the responsible agency and contact office or position, the location of boundary data, and a description of the data types available. This activity is also inline with the E-Gov Geospatial One-Stop Initiative to improve the effectiveness, efficiency, and customer service throughout the federal government.

Agencies of Responsibility must recognize that:

- Accurate and current boundaries are required to describe and execute the Agency's and oftentimes, other agencies' responsibilities.
- All boundaries are of interest to other users and impact them in varying degrees.
- Required boundaries are sometimes the responsibility of other agencies, and ideally, must first be developed, maintained, and disseminated by that Agency.
- The development and maintenance of some boundaries may require expensive and time-consuming acquisition and processing of survey data before they can be used.
- Many boundaries must be periodically evaluated and updated since they are ambulatory in nature and/or subject to revision through an administrative review process.

Task 1	Explore the feasibility and related options of data dissemination via the Web
Activity	This activity will explore the various ways data are disseminated via the web. Team members will inventory existing marine boundary data and methods of dissemination, and determine the most efficient mechanism for data access based on the resources available.
Milestone(s)	None
MBWG Members	David Stein, Andrew Hulin,

Task 2	Development of a list of marine boundaries, legal authorities and responsible agencies.
Activity	This activity will be coordinated with the members responsible for developing and using marine boundaries. Additionally, legal input would be needed to define legal authority and pertinent regulations that exist within marine boundaries. Significant coordination with boundary producing agencies will have to be conducted for this task to be successful.
Milestone(s)	1) Detailed MBWG data dissemination plan 2) Comprehensive database of marine boundaries
MBWG Members	Lee Thormahlen, Mitchell Tartt, David Stein, Andrew Hulin, Billy Brooks, Ole Varmer, Milo Mason

Task 3	Explore the legal implications of digital marine boundary data dissemination
Activity	There are many legal implications surrounding the development of digital marine boundaries for regulatory and enforcement purposes. The team will explore what legal steps, if any, need to be taken before making these data available from one central location.
Milestone(s)	None at this time.
MBWG Members	David Stein, Andrew Hulin, Ole Varmer

Task 4	Ensure compatibility with Geospatial One-Stop activities
Activity	One of the components of the E-Gov Geospatial One-Stop initiative is to provide an online access point to geospatial data. The MBWG will ensure that marine boundary data accessibility is inline with the goals of Geospatial One-Stop.
Milestone(s)	None at this time
MBWG Members	David Stein

Task 5	Incorporation of database into Web site
Activity	The comprehensive marine boundary database will be added to the MBWG Web site when completed.
Milestone(s)	Comprehensive database of marine boundaries in HTML format.
MBWG Members	Andrew Hulin, David Stein, Billy Brooks

Activity Schedule

TASK #	EVENT	START DATE	MILESTONE DATE
2	Development of a list of marine boundaries, legal authorities and responsible agencies.	1/1/02	7/31/02
2	Detailed MBWG data dissemination plan	1/1/02	3/31/02
5	Incorporation of database into Web site.	1/1/02	8/31/02

Work Item 4. Obtain managerial support and resources for developing and maintaining marine boundaries

Activity Title	Obtain managerial support and resources for developing and maintaining marine boundaries
MBWG Leads	Lee Thormahlen and Mike Aslaksen
MBWG Members	TBD

Activity Description:

Accurate marine boundaries are essential to delimit and define offshore areas. Most jurisdictional and many regulatory boundaries require up-to-date charting information from which to derive various shoreline datum's for developing and maintaining legally defensible boundaries. Some boundaries do not require shoreline information, but are equally important to define the air, surface, water column, seabed, and under the seabed areas.

Management must recognize:

- The overall importance of marine boundaries to the nation.
- Accurate and current boundaries are required to describe and execute the Agency's and oftentimes, other agencies' responsibilities.
- Required boundaries are sometimes the purview of other agencies and ideally, must first be developed, maintained, and disseminated by that agency.
- The development and maintenance of some boundaries may require expensive and time-consuming acquisition and processing of survey data before they can be used.
- Many boundaries must be periodically evaluated and updated since they are ambulatory in nature or subject to administrative review.

Ambiguous or erroneous marine boundaries result in jurisdictional uncertainty, regulatory confusion, enforcement tension, and administrative nightmares. Marine boundaries support a variety of offshore programs and activities including delimiting United States maritime zones, protecting the marine environment, and managing the living and non-living resources. Currently many of these boundaries are developed using out-of-date information or are considered to be out-of-date themselves. The development and coordination of partnerships designed to collect, develop, update, and disseminate accurate, current charting and boundary information will considerably reduce these sorts of issues.

Task 1	Develop an outreach and educational program for briefing management
Activity	Develop an outreach and educational program for briefing management that is available or presentable in a number of different formats, i.e., written reports, power point presentations with on site briefings and Web Site presentations.
Milestone(s)	Reports, formal presentations and Web Site presentations
MBWG Members	Lee Thormahlen

Task 2	Brief management on the needs and issues involved in obtaining accurate up-to-date marine boundaries.
Activity	This task can be accomplished as a part of Task 1
Milestone(s)	Same as Task 1
MBWG Members	All

Task 3	Build partnerships and coordinate the definition of requirements, assessments, development, and dissemination of marine boundaries with other federal agencies, coastal states, academia, and private industry
Activity	First step – Work with MBWG membership to build partnerships and coordinate definition of requirements, assessments, development and dissemination of marine boundaries. Second step – Work and coordinate with coastal states, academia and private industry.
Milestone(s)	Develop agreements, i.e., MOA's MOU's,
MBWG Members	All

Task 4	Establish key Agency contacts for addressing marine boundary issues and questions.
Activity	Using existing MBWG membership develop Agency contact list.
Milestone(s)	A listing comprised of: Agency name, Department, boundary responsibility (legal authority), address, contact position/name, phone, fax and email numbers and Web Site address. (Note: Same as Work Item 6 – Task 1)
MBWG Members	Lee Thormahlen – Cindy Fowler

Task 5	Establish charting, mapping and boundary development priorities.
Activity	Using Agency programs, i.e., OCS Oil and Gas Comprehensive 5-Year Program, Nautical Charting Revision Program, National Marine Sanctuary Review Program, etc., Agency workloads and other boundary development requirements to establish priorities. Set time aside in each upcoming MBWG meeting to discuss by Agency, boundary priorities and issues and develop a priority list by geographic area.
Milestone(s)	A listing of survey, baseline and boundary development priorities.
MBWG Members	Lee Thormahlen

Task 6	Establish and/or define Agency up-date procedures for development, maintenance and dissemination of marine boundaries and related data.
Activity	Prepare a listing describing the individual procedures used by an Agency for up-dating their boundary(s) and related information.
Milestone(s)	Listing of marine boundary up-dating procedures by Agency
BWG Members	Lee Thormahlen

Activity Schedule

To be determined

Work Item 5. Compile and coordinate individual agency-specific boundary review protocols and procedures.

Activity Title

Obtain managerial support and resources for developing and maintaining marine boundaries

MBWG Leads
MBWG Members

Cindy Fowler
TBD

Activity Description:

Currently, there is no consistent marine boundary review process in place across the federal government. To begin understanding how boundaries are created, approved, and successfully enforced, an understanding of existing procedures is needed by the MBWG. After conducting an inventory of current procedures, the MBWG will review successful models and produce a summary of process steps that may be adaptable across federal agencies. This activity should ultimately develop a document of recommended generic process steps (check-list) for offshore boundaries review and development.

Task 1	Develop a comprehensive contacts list for federal agencies with boundary responsibility
Activity	Use existing MBWG member agency and list
Milestone(s)	Agency name, Dept, responsibility, contact name, address, and phone number
MBWG Members	Cindy Fowler (lead), all members of MBWG

Task 2	Develop inventory/assessment questions
Activity	Develop preliminary set of questions and methodology to understand agency processes for marine boundaries – both policy (legal) and technical issues
Milestone(s)	Assessment framework
MBWG Members	Cindy Fowler and TBD

Task 3	Complete agency reviews
Activity	Fill-in assessment framework
Milestone(s)	Completed assessment framework
MBWG Members	Cindy Fowler and TBD

Task 4	Develop recommend process step guidelines (standards??)
Activity	Review existing agency models Conduct technical analysis Conduct policy analysis (possibility to hold process step workshop)
Milestone(s)	Recommend Federal Guidelines for Marine Boundaries
MBWG Members	Cindy Fowler and TBD

Task 5	Outreach and Education
Activity	Market document to agencies that do not currently have a Process in Place
Milestone(s)	
MBWG Members	Cindy Fowler and TBD

Activity Schedule

To be determined